

Basics: Searching for Records in Beyond

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Welcome to Beyond University!

New to Beyond University? Start Here: [Basics: How to Log In & Navigate in Beyond](#)

The Beyond University Orientation Series is meant for all Beyond users to get started in our system. In these lessons, you will learn how to log in and navigate as well as other important basic functionality that all users can benefit from.

Beyond Basics: Searching Basics

No matter what role you have, at some point you'll probably need to search for records in the system. In this video, we cover some of the basics for searching in Beyond.

Watch the short video before taking the quiz below

Pop Quiz

Test Your Knowledge with the following quick quiz

Loading [Beyond Orientation - Searching Basics](#)

Congrats! You've finished this course!

Next Up

Next Course: [Building Blocks: The Visifile in Beyond](#)

Description: The visifile is the front page of any record. This course provides an overview of visifile options on all records and best practices including customizing your visifile to work best for you.

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